

ECONOMIC DEVELOPMENT COMMISSION

Public Notice of a Regular Meeting

Please be advised that the City of Richmond Economic Development Commission will hold its regular meeting on:



**December 13, 2023 - 11:30 a.m. -1:00 p.m. at the 450 Civic Center Plaza, 1st Floor:
Richmond Room**

- AGENDA -

CHAIR
Andrea Portillo-Knowles
VICE-Chair

1. 11:30 am - Call to Order
2. Roll Call & Check in
3. Approval of Minutes - (5 minutes)
 - a. 11-08-2023 Meeting
4. Report from EDC Chair - (5 minutes)
5. Old and/or New Business - (60 minutes)
 - a. EDC Chair Nominations
 - b. EDC Chair Elections
6. Standing Committee Reports – 15 minutes
 - a. Sustainability: Businesses/Industrial Hemp & Expo/Assessment – Lead, Gloria Jean Sewell-Murphy
 - b. Policy Green/Blue New Deal – Lead, Orrian Willis
 - c. Community Engagement – Lead, D. Wear
 - d. Taste of Richmond – Lead,
 - e. Cannabis – Lead, K. Lynch
7. Public Comments/Announcements/Handouts - (5 minutes)
8. Next Meeting Dates: January 10, 2023
9. 1:00 pm - Adjournment

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**Crashelle Jackson**  
**Daniel Heiss**  
**Allison Huie**  
**Christina Kenney**  
**James Lee**  
**Kerby Lynch**  
**Gloria Jean Sewell-**  
**Murphy**  
**Don Thompson**  
**Diana Wear**  
**Orrian Willis**  
**Reza Yazdi**

**Council Liaison:**  
**Cesar Zepeda**  
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Staff:
Lizeht Zepeda
Nannette Beacham
Shane Johnson
Kyle Lam

*Note: The EDC Ordinance on the back page of the agenda

56.060 - Officers.

The commission shall elect from among their own number a chairman and a vice-chairman who shall serve in such capacity for **one year**. In the case of a vacancy in the position of chairman or vice-chairman, the commission shall elect a successor who shall serve for the predecessor's term. The commission shall appoint a secretary who may be, but need not be, a member of the commission.

3.56.070 - Powers and duties.

The specific powers and duties of the commission are as follows:

- (a) Work with state and local agencies, governing bodies, public and private organizations as appropriate to encourage economic development in the City;
- (b) Promote the interests of commercial and industrial development in metropolitan Richmond while giving due consideration to the interests of the neighborhoods and the overall quality of life in the City;
- (c) Review and comment on the City's program of providing economic development, business information and economic promotion services to the business community;
- (d) Review and comment on opportunities for enhancing economic development through major public works projects, emerging growth industries, annexations, use of redevelopment, ports development, etc.;
- (e) Review and comment on programs which may enhance employment of Richmond residents;
- (f) Perform other tasks related to the City's economic development as requested by the City Manager or City Council.

3.56.080 - Meetings.

The commission shall hold its first meeting within thirty days after all of its members have been appointed. At such meeting, the commission shall fix the time and place of regular meetings of the commission which shall not be less frequent than once each month. All meetings of the commission shall be open to the public.

3.56.090 - Rules and records.

The commission shall adopt rules for the transaction of the business of the commission, which rules shall, among other things, include the term of the secretary of the commission, the manner of calling and giving notice of special meetings and hearings, and the appointment and powers of standing committees. The commission shall keep records which shall be open to the public of its resolutions, transactions, motions, orders, findings and determinations.